

How do I enroll in the VFC program?

If you wish to participate in the Vaccines for Children (VFC) program and receive free-of-charge vaccines, complete both the **Provider Enrollment** and **Profile Forms** (enclosed). After completing the form, call the VFC Program at (713) 558-3535 to receive further instructions on how to receive your first order of vaccines at no cost to you.

- Immunization providers eligible to enroll in the VFC program must be either: **a licensed Medical Doctor, Doctor of Osteopathy, Nurse Practitioner, Physician Assistant, or a Certified Nurse Midwife.**
- For a group practice, clinic or hospital, one provider acting as “physician in chief” or equivalent should register and sign on behalf of the group. If one provider has several clinics to enroll in the VFC program, each site must register separately.
- The **Provider Profile**, which requests the number of children seen in your practice **annually** by eligibility category, must be completed. These figures assist the VFC program staff in meeting vaccine needs and determining appropriate funding for the Vaccine for Children program.

When I Enroll, What Am I Agreeing To Do?

- **To screen** each child's eligibility for receipt of VFC vaccines.
- **To retain a record** of the Screening Eligibility Form (enclosed) in the chart of each child screened.
- **To comply** with the recommended immunization schedule.
- **To follow** the Standards of Pediatric Immunization Practices.
- **To immunize** eligible children at no cost, although a vaccine administration fee may be charged as long as the fee does not exceed the state fee cap. Immunizations may not be denied because the fee cannot be paid.
- **To provide** Vaccine Information Statements (VIS) to the child's parent or guardian.
- **To provide access** to records as requested by the Houston Department of Health and Human Services, Texas Department of State Health Services, or the U.S. Department of Health and Human Services.
- **To report on a monthly basis** the number of vaccines administered, vaccines lost and/or wasted, and current vaccine inventory on the C-33 form.
- **To return short-dated vaccines** for redistribution and **return expired/wasted vaccines** to the VFC program for accountability purposes and excise tax credit.

The VFC program will provide initial and on-going training and support to you and your practice.
Thank you for making VFC vaccines available to children in their medical home!

Vaccines for Children 1115 S. Braeswood Houston, Texas 77030 713-558-3535